

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

March 16, 1999

**FROM:**       **RAYMOND B. WINGERD**, Chief Probation Officer  
                  Probation Department

**SUBJECT:**    APPROVAL OF TEMPORARY AID TO NEEDY FAMILIES SUPPLEMENTAL PLAN FOR  
                  FISCAL YEAR 1998/1999.

**RECOMMENDATION:**

1. Approve TANF Supplemental Expenditure Plan prepared by the Chief Probation Officer as required by Section 18225(a) of the Welfare & Institutions Code, for Fiscal Year 1998/1999 as set forth below:

Salaries & Benefits	AAA-PRB 1010	\$230,300
Inventoriable Equipment	AAA-PRB 2125	\$355,052
Special Department Equipment	AAA-PRB 2135	\$ 20,000
Fixed Assets	AAA-PRN 4040	<u>\$ 40,000</u>
<b>TOTAL</b>		<b>\$645,352</b>

2. Authorize the addition of nine (9) Probation Officer II positions, subject to classification review, one (1) Fiscal Clerk III position, and One (1) Fiscal Clerk II position.
3. Authorize the Auditor-Controller to purchase one (1) computer server, a fixed asset, at a cost of \$40,000.
4. Authorize the Auditor/Controller to increase appropriations and increase revenues in the Fiscal Year 1998/1999 Probation Budget Unit AAA PRB by \$570,352 as set forth below:

Salaries & Benefits	AAA-PRB 1010	\$155,300
Inventoriable Equipment	AAA-PRB 2125	\$355,052
Special Department Equipment	AAA-PRB 2135	\$ 20,000
Fixed Asset	AAA-PRN 4040	<u>\$ 40,000</u>
<b>TOTAL</b>		<b>\$570,352</b>

Federal Aid	AAA-PRB-9010	\$530,352
Federal Aid	AAA-PRN 9010	<u>\$ 40,000</u>
<b>TOTAL</b>		<b>\$570,352</b>

## APPROVAL OF TEMPORARY AID TO NEEDY FAMILIES SUPPLEMENTAL PLAN FOR FISCAL YEAR 1998/1999

March 16, 1999

Page 2

**BACKGROUND INFORMATION:** From July 1, 1993 through December 31, 1995, Probation Departments in the State of California received Federal Title IVA funding as reimbursement for certain federally eligible juvenile service costs. On December 31, 1995, the federal government discontinued probation department participation in the Title IVA program resulting in the loss of these Title IVA revenues. However, beginning in FY 1997/1998, California's portion of Temporary Assistance to Needy Families (TANF) funding was increased by \$140.9 million statewide under the California Youth Services Act (CYSA) Public Law 104-193 as a way of reallocating these lost funds back to the Probation Department.

The legislative purpose of the Comprehensive Youth Services Act is stated in Section 18220, of the Welfare & Institutions Code:

*The intent of the Legislature in enacting this chapter is to provide a continuum of family focused case-specific services, in a community-based setting, that addresses the full spectrum of child and family needs, including services provided in county-operated residential care facilities.*

*Proper probation services will provide the structure, support and supervision needed to keep probation youth from further crime and to help them develop essential skills to avoid dependence on public assistance.*

*In addition to serving at-risk youth or youthful offenders, county probation agencies should also serve parents when doing so will promote increased self-sufficiency, personal responsibility, and family stability for the youth.*

There are significant differences between the Probation TANF funds and the old Probation Title IVA funds. The TANF (CYSA Funds) must be appropriated each year by the State legislature and there is a capped annual amount, rather than an open-ended amount based on eligibility that existed in the Title IVA claiming process. Another difference is that the Title IVA claim process allowed the Department to receive reimbursement for juvenile institution services already being provided. Claims could only be based on eligibility of wards, not on specific services. It required a juvenile institution ward tracking system, an application process and an eligibility process but no change in the type of method of service delivery. The counties received 50 percent of eligible expenses with no cap. For San Bernardino County this meant nearly \$4 million per year at the program's peak in 1994/1995.

The California Department of Social Services (CDSS) as the state agency responsible for TANF, has delegated responsibility for the program to the Chief Probation Officers of California (CPOC), and the Probation Officer in each county receiving funds. Under Title IVA, CDSS retained responsibility for the program, which included establishing guidelines and providing staff to ensure compliance. TANF funds for 1998/1999 initially amounted to \$5,188,986.00.

The act requires approval from the Board of Supervisors for the proposed TANF spending plans.

On May 19, 1998, the Board of Supervisors designated the Juvenile Justice Coordinating Council to serve as the TANF Planning Council. On June 1, 1998, the TANF Planning Council met and provided input to the Chief Probation Officer in regard to the original TANF expenditure plan.

## **APPROVAL OF TEMPORARY AID TO NEEDY FAMILIES SUPPLEMENTAL PLAN FOR FISCAL YEAR 1998/1999**

**March 16, 1999**

**Page 3**

The Board of Supervisors approved the spending plan for this money, submitted by the Chief Probation Officer, on January 16, 1998. The expenditure plan involved programs intended to be supported by TANF funds through the Comprehensive Youth Services Act (Welfare and Institutions Code Section 18220). Welfare and Institutions Code Section 18225(a) requires the Board of Supervisors to approve the expenditure plan for TANF funds.

It was known at that time that the State of California would make additional TANF funds available to county probation departments, but that the amounts would not be known until the latter months of 1998.

Through the State of California Department of Social Services, County Fiscal Letter Number 98-98-28, the San Bernardino County Probation Department was notified during the fall of 1998 that an additional \$645,352 was available to spend on TANF services for Fiscal Year 1998/1999.

The TANF Planning Committee met again on December 8, 1998, regarding the additional TANF funding. Based upon the fact that the department has in excess of 1,600 minors under probation supervision in our general caseloads, it was the recommendation of the committee that this funding be allocated to add probation officers to increase contact with those under "general caseloads". These caseloads include those minors, who are on court ordered terms of probation, but not assigned to specialized caseloads such as the Gang Unit, or the Success Unit which provide intensive supervision to minors, who are a significant threat to the community.

General caseloads consist of offenders, who have committed misdemeanor or felony offenses. The expectation is that each minor is contacted once monthly, and when necessary, referrals are made to community based organizations. Probation officers conduct personal and home searches, contact minors at their schools to assess their progress and intervene when there are problems in the school setting. Crisis counseling is frequently engaged in within the home when parents call concerning problems with their children. Officers also direct minors to the Job Corps and other resources when such means are necessary to assist in the emancipation of the minor.

Through the above efforts recidivism is reduced and the minor is more likely to become a law abiding citizen. At the present time probation officers with large caseloads spend much of their time arresting and processing minors as they are taken into custody. They have little time to do more than react to those minors assigned to them, who are creating disturbances at home or incurring new arrests.

The additional TANF money would allow the funding of nine (9) additional probation officers, which will reduce the caseload size from approximately 146 minors, to approximately 80 minors. The Probation Officer would have more time to engage in preventive activities such as counseling, monitoring drug use of minors and interacting with the family to resolve issues before they escalate to the point that the minor is in need of incarceration. Juvenile Hall population should be reduced, school attendance should increase and the minors should engage in fewer delinquent acts because the probation officer will be able to be proactive instead of reactive.

**APPROVAL OF TEMPORARY AID TO NEEDY FAMILIES SUPPLEMENTAL PLAN FOR FISCAL YEAR 1998/1999**

**March 16, 1999**

**Page 4**

The positions would be distributed throughout the County from Barstow to the Chino area based upon need. The probation officers would be assigned to existing units thus making the need for additional supervisor positions unnecessary. Also necessary are two (2) Fiscal Clerks that are requested in order to monitor the fiscal needs of the TANF supported programs.

The Special Department Expense will include safety equipment, computers and other related items necessary for each to perform their job. The remainder will be used for other one-time program costs as determined by the Department.

Since the expenditure for the requested staff only includes three months of salaries, benefits and special expenses for safety equipment totaling \$175,300, there remains a balance of \$470,052.

The Department is recommending that the balance be spent in the following manner:

That \$75,000 be dedicated to the Heart Bar Program (see Companion Board Agenda Item), and that \$395,052 be applied to TANF eligible expenses such as treatment and casework efforts at Central Juvenile Hall. This will free up existing general fund dollars in the amount \$395,052 previously dedicated to treatment and casework costs. It is recommended that the Department be allowed to purchase computer equipment with the existing general fund money, as the additional computers will make our operation a more efficient one. Computers will allow the probation officers to immediately access prior record information, present court status of the minor and to maintain caseload contact notes in an organized manner. This information can be shared among probation officers and result in a more coordinated effort in managing a caseload. At the present time we rely heavily upon telephone contact to access information about minors on our caseloads. Computers would give the probation officers immediate access to information, saving time. This time, in turn, can be used in direct contact with the minor to monitor and encourage compliance with Court Ordered Terms of Probation.

Approval of this expenditure would allow the Department to purchase one server valued at \$40,000 and 142 computers valued at \$2,500 each.

This additional funding will be a consistent part of the Departments TANF monies for the next three years. At that time, the state legislators will renegotiate each county's TANF funding. Should we receive a reduction in our appropriations from TANF, these positions will either be absorbed within the department via position attrition or terminated.

**REVIEW BY OTHERS:** This item has been reviewed by the County Administrative Office (Art Gomez), and by County Counsel (Kevin Norris).

**FINANCIAL IMPACT:** All expenses associated with this action will be offset by TANF revenues. There will be no impact to the County General Fund.

**SUPERVISORIAL DISTRICTS:** All

**PRESENTER:** Raymond B. Wingerd, Chief Probation Officer